

City of Hermosa Beach 1315 Valley Drive, Hermosa Beach, CA 90254 310.318-0203 - Fax 310.372-6186

Email: recordsrequest@hermosabch.org

Received By:@	clerk
Referred To:	PD
Date Referred:	12-10-18

## **Public Records Request**

The City of Hermosa Beach encourages public participation in the governing process and provides reasonable accessibility to all public records except those documents which are exempt from disclosure by express provisions of law or considered confidential or privileged under the law. The City is under no obligation to respond to requests which are not focused or specific. The City may withhold documents which are exempt from disclosure under state or federal law, including the attorney—client privilege or any other applicable privilege. The City, in accordance with Government Code Section 6253(b), has ten (10) days to respond to any request for public documents by indicating whether or not the documents exist and will be made available. Actual production of the documents may take somewhat longer depending upon their ease of availability and staff workload. To assist us in providing a timely response to your request, please fill out the form below and indicate the specific record/document you wish to review.

Name (please print):	Email:
James lalbert	James @ eckity. com
Address:	Phone
15305 Dallas PKwy St	e.300 Phone: 888-830-2497
City: Addison TV	75001 Fax:
Record or Document Requested:	
To assist the City with your request, please identify each	ch requested record/document separately. Please be as specific as
because their shacing hidridge light called legiques	S TO DO delayed or may prove to be builded and a life of the second
City may not be able to respond. (Additional sheets may	ay be used) Submit all requests to the City Clerk's Office.
on Nov. 13, 2018 Ja	Hernon Brown Police Digertment.
request is received.	The state of the state of
Photocopies are \$0.20 per page (Mailing fee, if applicateleased.	able is \$3.00 plus postage). Fees must be paid before records are
I agree to pay all applicable fees and charges per the above mentioned document. Accepted method of payn	e City Council Resolution of Fees for any copies I request of the ment: Cash or check. Credit card accepted in person only.
	12-7-2018
Signature	Date
For Departmental Use Only:	
Action Requested: Action Taken:	ByDate
Review OnlyDocument ReviewCopies Requested Copies Provided	
Copies RequestedCopies ProvidedRefusal/Reason	Other (Please Explain)
For City Clerk's Use Only:	
Date Requestor Notified Notified By:	Date Picked Up or Mailed